

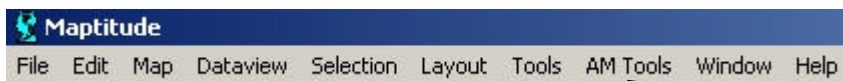
## Asset Management Paser Data Collection – Maptitude Tools



### Getting Started



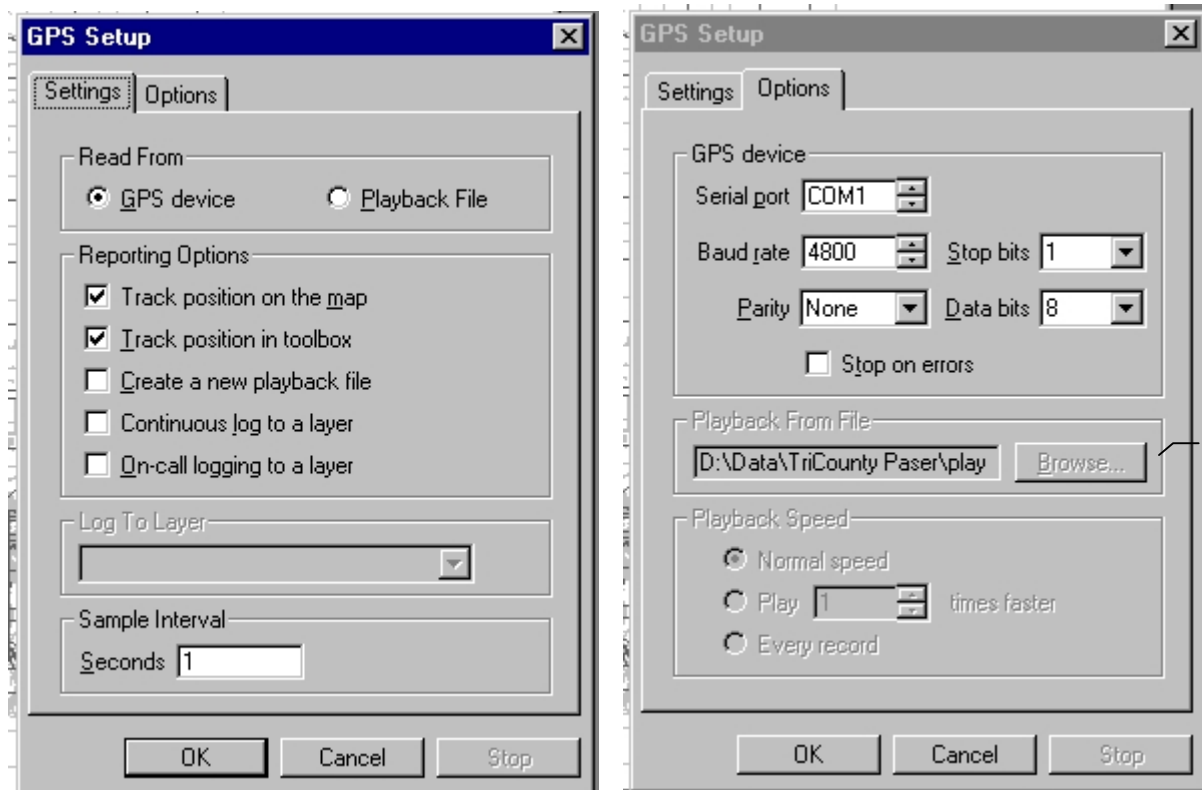
To start Maptitude, double click on the Maptitude AM Version shortcut on the Desktop. This shortcut will automatically launch Maptitude, open the Map file used for data collection, set the correct working layer, and add the AM Tools menu item to the menubar.



New Menu Item

### GPS Setup in Maptitude

To setup the GPS receiver in Maptitude, click on Tools|Geographic Utilities|Read GPS Data... The following Dialog Box will appear and allow you to update the default information about the GPS receiver. These figures show the proper configuration.



This may be blank

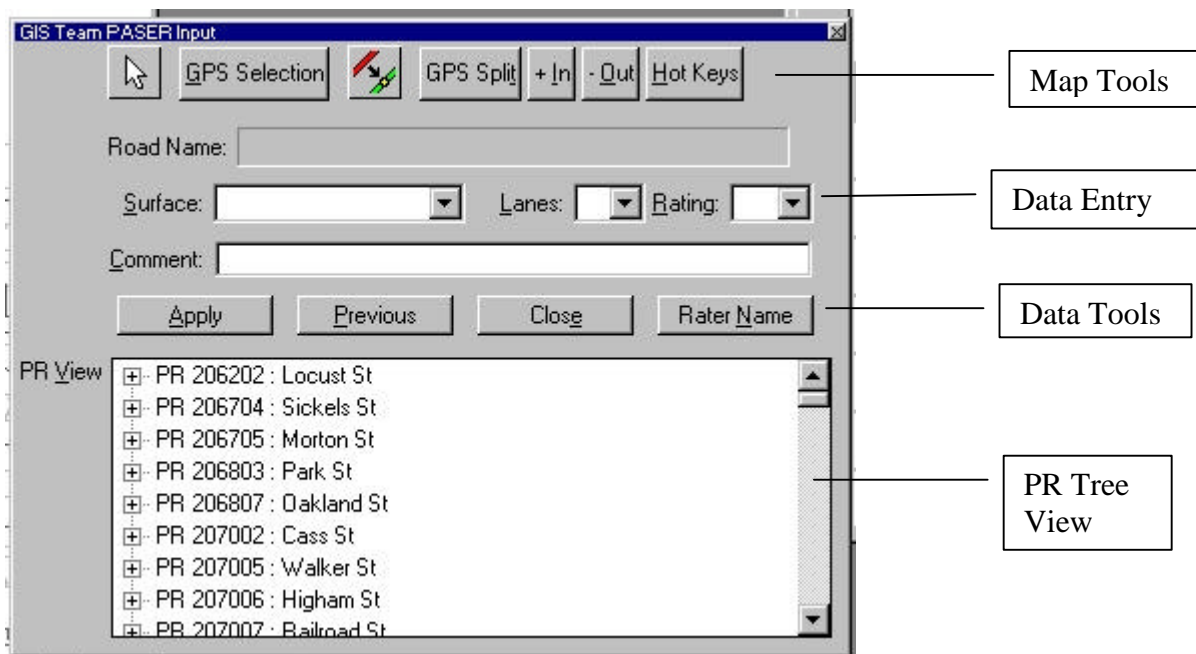
## **Paser Data Collection Toolbox**

To start the toolbox, click AM Tools|Data Collection (Shortcut: Alt+A and then C) from the menu bar.



The Rater name Dialog Box will appear. Enter the names of the Team Members and click OK. The map will update showing all previously rated roads in green and the Data Collection Toolbox will appear.

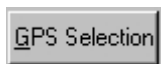
The Data Collection Toolbox can be used for most functions while collecting data and is broken up into four sections: 1) Map Tools; 2) Data Entry; 3) Data Tools; 4) PR Tree View.



## **Map Tools**



The Pointer Tool is used to select a segment from the map. Click the pointer tool and then click on a segment on the map. The segment you clicked will turn Orange and is ready for data entry. The Orange segment will also be highlighted in the PR Tree View (described later). After using this tool you will need to click on the toolbox to make it active for data entry.

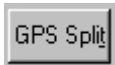


The GPS Selection Button (Hotkey: Alt+G) is used to select a segment from the map using the current GPS location to pick the segment. The

selected segment will turn Orange and is ready for data entry. The Orange segment will also be highlighted in the PR Tree View.



The Click Split Tool is used to manually split a segment due to changes in the data. Click on the Click Split Tool, click the segment that you want to split, you will then be prompted to click the location of the split. After clicking on the split location, you will be prompted as to whether the split was successful or if there was an error. The original segment will turn Orange and will also be highlighted in the PR Tree View. After using this tool you will need to click on the toolbox to make it active for data entry.



The GPS Split Button (Hotkey: Alt+T) is used to split a segment based of the GPS location due to changes in the data. Click the button and the segment will split based off the current location of the GPS. After clicking the button, you will be prompted as to whether the split was successful or if there was an error. The original segment will turn Orange and will also be highlighted in the PR Tree View. After using this tool you will need to click on the toolbox to make it active for data entry.



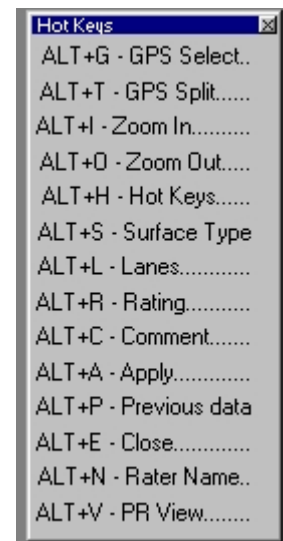
The Zoom In Button (Hotkey: Alt+I) is used to Zoom In without the toolbox losing focus. If the GPS is active the Zoom is centered on the GPS location. If the GPS is off the Zoom is centered on the center of the current map.



The Zoom Out Button (Hotkey: Alt+O) is used to Zoom Out without the toolbox losing focus. If the GPS is active the Zoom is centered on the GPS location. If the GPS is off the Zoom is centered on the center of the current map.



The Hot Keys Button (Hotkey: Alt+H) is used to display a Dialog Box listing all the Hot Keys. The Dialog box is shown at right. After using this tool you will need to click on the toolbox to make it active.

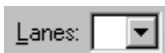


## **Data Entry**

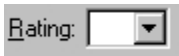
The Data Entry Area is made up of three drop down menus and a comment area. When a segment is selected using the Pointer Tool, the GPS Selection, or the PR Tree View the previous year's surface type and number of lanes are displayed. All the drop down menus allow several ways to enter the data: clicking the down arrow will bring up a drop down list for the data you are entering, using the up or down arrow you can scroll through the same list, or typing in a value (surface type allows you to type part of the value and will search the list for a match). Hint: Use the Tab key (and Shift+Tab keys) to quickly move through the data entry menus.



The Surface Type Drop Down Menu (Hotkey: Alt+S) is used to enter Surface Type of the segment.



The Lanes Drop Down Menu (Hotkey: Alt+L) is used to enter the number of lanes for the segment.

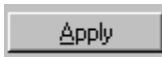


The Rating Drop Down Menu (Hotkey: Alt+R) is used to enter the Paser rating of the segment.



The Comment Area (Hotkey: Alt+C) is used to enter any comments about the segment the Team deems necessary.

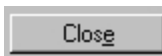
## Data Tools



The Apply Button (Hotkey: Alt+A) is used to enter the data from data entry area into the database. This button **must** be used for a change to occur in the database. After you use the Apply button, the segment will change from Orange to Green to show that it has been rated.



The Previous Button (Hotkey: Alt+P) is used to fill the data entry area with data from the previously applied segment. This is used to minimize the time needed for data entry.

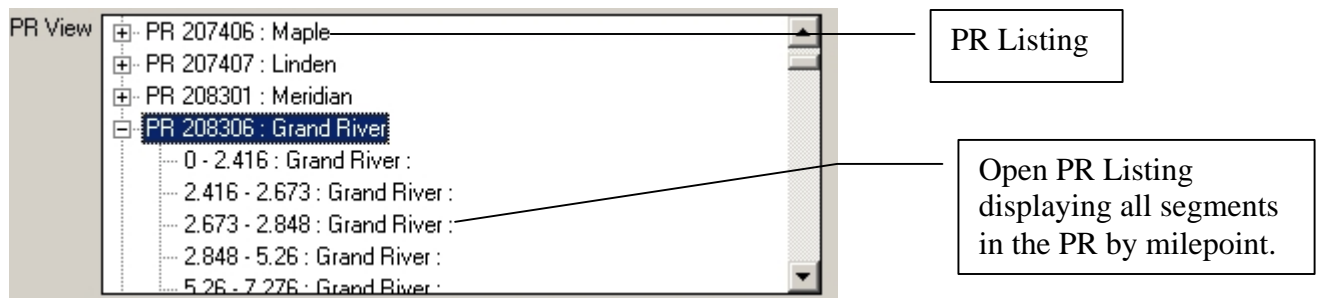


The Close Button (Hotkey: Alt+E) is used to close the Data Collection Toolbox.



The Rater Name Button (Hotkey: Alt+N) is used to change the Rater Names that were set when the toolbox opened.

## PR Tree View

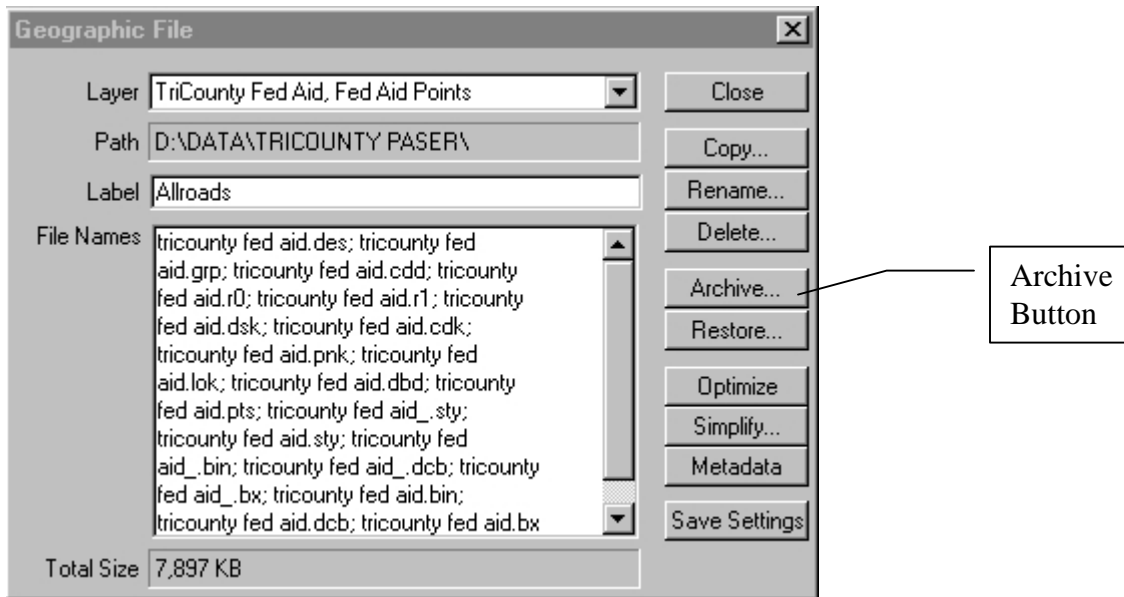


The PR Tree View (Hotkey: Alt+V) lists all segments in the rating database by PR number and milepoints. Using the up and down arrow keys you can scroll through the list of PR numbers. The right arrow key (or double clicking) will expand a PR number to show all segments in the PR, you can scroll through each segment by using the up and down arrow keys. A segment when highlighted in the PR Tree View is selected and will turn Orange on the map, this segment is ready for data entry. If a PR number is expanded showing all segments, you can contract it using the left arrow key (or double clicking) on the PR listing.

## Data Archive

It is suggested that at the end of each day of data collection an archive of the data file be made and copied to external storage (CD, RAM Drive, Floppy Disc, etc...) just in case a problem occurs with the laptop. To do this, with the Map file open, click on

Tools|Geographic Utilities|Geographic File. A dialog box (below) will appear. Use the Layer drop down to select the layer to be archived; the layer will have Fed Aid in the name. With the Fed Aid Layer chosen, click the Archive Button; you will be prompted for a filename and path; once entered, click the save button. The new ZIP file will be created; this ZIP file should be copied to external storage. Once the data collection is completed for an area you will use the same procedure to create the file to be sent back to the GIS Team. Warning: Do not try to create the Archive file on the external storage device. Create the file on the laptop's hard drive and then copy it to the external storage device.



## Asset Management Paser Data Collection – Maptitude Log File Tool

### Data Collection Log File

To run the program, click AM Tools|Log File (Shortcut: Alt+A and then L) from the menubar. The dialog box at right will appear:

There are two types of reports that can be run: Single day reports which will display to the screen the total miles rated for the selected day or multiple day reports which will create a report file listing the date and total miles rated for each collection day.

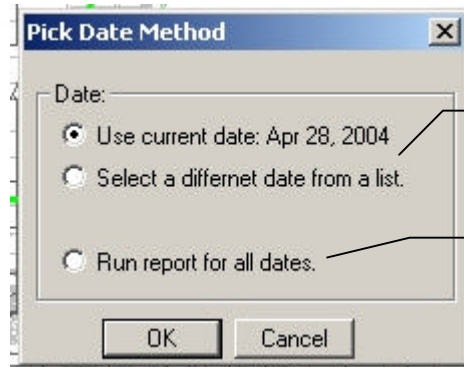
#### Single Day Reports

Selecting the “Use current date: “ option and then clicking OK will run a report for the current day and display the results to the screen.

Selecting the “Select a different date from a list.” option will add a drop down menu to the dialog box listing all dates when data was collected. Select a date from the menu and then click OK. Report results for the selected day will be displayed to the screen.

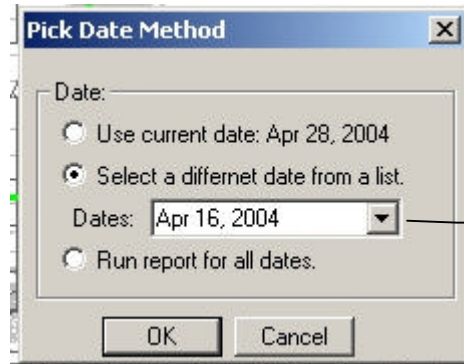
#### Multiple Day Reports

Selecting the “Run report for all dates.” option and then clicking OK will run a report for all dates when data was collected. You will be prompted for a filename and location to save the report file, after clicking the Save button the report will be displayed on the screen as well as being saved to the location specified.



Single day reports

Multiple day report



Pick date drop down menu



Single day sample results

Date	Month	Day	Year	[Rated Miles]
Apr 16, 2004	4	16	2004	65.77
Apr 19, 2004	4	19	2004	3.42
Apr 23, 2004	4	23	2004	14.97

Multiple day sample results